

# 810 Invoice

Functional Group ID=**IN**

## Introduction:

This Draft Standard for Trial Use contains the format and establishes the data contents of the Invoice Transaction Set (810) for use within the context of an Electronic Data Interchange (EDI) environment. The transaction set can be used to provide for customary and established business and industry practice relative to the billing for goods and services provided.

## Notes:

**1. This Standard is the accepted Treasury convention for the On-line Payment and Collection (OPAC) system and the Electronic Data Interchange Payment and Collection (EDIPAC) system. The transaction set can be used by Federal Agencies to provide for customary and established business and industry practice relative to the billing for goods and services provided.**

**2. Special processing instructions are provided for agencies that wish to transmit transactions between EDIPAC and OPAC on-line users.**

## Heading:

	<u>Pos.</u> <u>No.</u>	<u>Seg.</u> <u>ID</u>	<u>Name</u>	<u>Req.</u> <u>Des.</u>	<u>Max.Use</u>	<u>Loop</u> <u>Repeat</u>	<u>Notes and</u> <u>Comments</u>
Must Use	010	ST	Transaction Set Header	M	1		
Must Use	020	BIG	Beginning Segment for Invoice	M	1		
Not Used	030	NTE	Note/Special Instruction	F	100		
Not Used	040	CUR	Currency	O	1		
	050	REF	Reference Numbers	O	12		
Not Used	060	PER	Administrative Communications Contact	O	3		
LOOP ID - N1						200	
	070	N1	Name	O	1		
Not Used	080	N2	Additional Name Information	O	2		
Not Used	090	N3	Address Information	O	2		
Not Used	100	N4	Geographic Location	O	1		
	110	REF	Reference Numbers	O	12		
	120	PER	Administrative Communications Contact	O	3		
Not Used	130	ITD	Terms of Sale/Deferred Terms of Sale	O	>1		
	140	DTM	Date/Time Reference	O	10		
Not Used	150	FOB	F.O.B. Related Instructions	O	1		
Not Used	160	PID	Product/Item Description	O	200		
Not Used	170	MEA	Measurements	O	40		
Not Used	180	PWK	Paperwork	O	25		
Not Used	190	PKG	Marking, Packaging, Loading	O	25		

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Not Used	200	L7	Tariff Reference	O	1	
	210	AT	Financial Accounting	O	>1	
Not Used	212	BAL	Balance Detail	O	2	n1
Not Used	213	INC	Installment Information	O	1	
LOOP ID - LM					10	
Not Used	220	LM	Code Source Information	O	1	
Not Used	230	LQ	Industry Code	M	100	
LOOP ID - N9					1	
Not Used	240	N9	Reference Number	O	1	
Not Used	250	MSG	Message Text	M	10	
LOOP ID - V1					>1	
Not Used	260	V1	Vessel Identification	O	1	
Not Used	270	R4	Port	O	>1	
Not Used	280	DTM	Date/Time Reference	O	>1	

**Detail:**

<u>Pos.</u>	<u>No.</u>	<u>Seg.</u>	<u>ID</u>	<u>Name</u>	<u>Req.</u>	<u>Des.</u>	<u>Max.Use</u>	<u>Loop</u>	<u>Repeat</u>	<u>Notes and</u>
										<u>Comments</u>
LOOP ID - IT1								200000		
	010	IT1		Baseline Item Data (Invoice)	O		1			
Not Used	012	CRC		Conditions Indicator	O		1			
Not Used	015	QTY		Quantity	O		5			n2
Not Used	020	CUR		Currency	O		1			
Not Used	030	IT3		Additional Item Data	O		5			
Not Used	040	TXI		Tax Information	O		10			
Not Used	050	CTP		Pricing Information	O		25			
Not Used	055	PAM		Period Amount	O		10			
Not Used	059	MEA		Measurements	O		40			
LOOP ID - PID								1000		
Not Used	060	PID		Product/Item Description	O		1			
Not Used	070	MEA		Measurements	O		10			
Not Used	080	PWK		Paperwork	O		25			
Not Used	090	PKG		Marking, Packaging, Loading	O		25			
Not Used	100	PO4		Item Physical Details	O		1			
Not Used	110	ITD		Terms of Sale/Deferred Terms of Sale	O		2			
	120	REF		Reference Numbers	O		>1			
Not Used	130	PER		Administrative Communications Contact	O		5			
Not Used	140	SDQ		Destination Quantity	O		500			
Not Used	150	DTM		Date/Time Reference	O		10			
Not Used	160	CAD		Carrier Detail	O		>1			
Not Used	170	L7		Tariff Reference	O		>1			
Not Used	175	SR		Requested Service Schedule	O		1			
LOOP ID - SAC								25		
	180	SAC		Service, Promotion, Allowance, or Charge Information	O		1			
Not Used	190	TXI		Tax Information	O		10			

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			LOOP ID - SLN	1000		
Not Used	200	SLN	Subline Item Detail	O	1	
Not Used	210	REF	Reference Numbers	O	>1	
Not Used	220	PID	Product/Item Description	O	1000	
Not Used	230	SAC	Service, Promotion, Allowance, or Charge Information	O	25	
Not Used	235	TC2	Commodity	O	2	
Not Used	237	TXI	Tax Information	O	10	
			LOOP ID - N1	200		
Not Used	240	N1	Name	O	1	
Not Used	250	N2	Additional Name Information	O	2	
Not Used	260	N3	Address Information	O	2	
Not Used	270	N4	Geographic Location	O	1	
Not Used	280	REF	Reference Numbers	O	12	
Not Used	290	PER	Administrative Communications Contact	O	3	
			LOOP ID - LM	10		
Not Used	300	LM	Code Source Information	O	1	
Not Used	310	LQ	Industry Code	M	100	
			LOOP ID - V1	>1		
Not Used	320	V1	Vessel Identification	O	1	
Not Used	330	R4	Port	O	>1	
Not Used	340	DTM	Date/Time Reference	O	>1	

## Summary:

Pos. No.	Seg. ID	Name	Req. Des.	Max.Use	Loop Repeat	Notes and Comments
Must Use	010	TDS	Total Monetary Value Summary	M	1	
Not Used	020	TXI	Tax Information	O	10	
Not Used	030	CAD	Carrier Detail	O	1	
LOOP ID - SAC			25			
	040	SAC	Service, Promotion, Allowance, or Charge Information	O	1	
Not Used	050	TXI	Tax Information	O	10	
LOOP ID - ISS			>1			
Not Used	060	ISS	Invoice Shipment Summary	O	1	
Not Used	065	PID	Product/Item Description	O	1	
Must Use	070	CTT	Transaction Totals	M	1	n3
Must Use	080	SE	Transaction Set Trailer	M	1	

## Transaction Set Notes

1. The BAL segment is to be used only if the code in BIG07 indicates that the transaction is a ``Monthly Adjustment''or ``Special Handling Adjustment'' invoice.
2. The QTY segment is used to specify a quantity of units which are expected as payments, e.g., trade -ins or returns.

3. Number of line items (CTT01) is the accumulation of the number of IT1 segments. If used, hash total (CTT02) is the sum of the value of quantities invoiced (IT102) for each IT1 segment.

**Segment:** **ST** Transaction Set Header  
**Position:** 010  
**Loop:**  
**Level:** Heading  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the start of a transaction set and to assign a control number  
**Syntax Notes:**  
**Semantic Notes:** 1 The transaction set identifier (ST01) used by the translation routines of the interchange partners to select the appropriate transaction set definition (e.g., 810 selects the Invoice Transaction Set).  
**Comments:**

#### Data Element Summary

	<b>Ref.</b>	<b>Data</b>	<b>Attributes</b>
	<b><u>Des.</u></b>	<b><u>Element</u> <u>Name</u></b>	
<b>Must Use</b>	<b>ST01</b>	<b>143 Transaction Set Identifier Code</b>	<b>M ID 3/3</b>
		Code uniquely identifying a Transaction Set	
		810 X12.2 Invoice	
<b>Must Use</b>	<b>ST02</b>	<b>329 Transaction Set Control Number</b>	<b>M AN 4/9</b>
		Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	

**Segment:** **BIG** Beginning Segment for Invoice  
**Position:** 020  
**Loop:**  
**Level:** Heading  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the beginning of an invoice transaction set and transmit identifying numbers and dates

**Syntax Notes:**

**Semantic Notes:**

- 1 BIG01 is the invoice issue date.
- 2 BIG03 is the date assigned by the purchaser to purchase order.
- 3 BIG10 indicates the consolidated invoice number. When BIG07 contains code CI, BIG10 is not used.

**Comments:** 1 BIG07 is used only to further define the type of invoice when needed.

**Notes:** 1. If BIG07 = DI (Debit Invoice) then the purchase order number is in BIG04.

2. If BIG07 = CI (Consolidated Invoice) then the Purchase Order (PO) number is in 2/REF02/120.

**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	BIG01	373	Date		M DT 6/6
				Date (YYMMDD)	
				<i>EDIPAC fm On-line: Treasury will input process date as default to invoice date.</i>	
Must Use	BIG02	76	Invoice Number		M AN 1/22
				Identifying number assigned by issuer	
				<i>On-line: Maximum field size is limited to 10 positions for invoice number.</i>	
	BIG03	373	Date		O DT 6/6
				Date (YYMMDD)	
				<i>Recommendation: Leave blank.</i>	
				<i>EDIPAC to On-line: No date for PO is recorded for the On-line system.</i>	
	BIG04	324	Purchase Order Number		O AN 1/22
				Identifying number for Purchase Order assigned by the orderer/purchaser	
				<i>Recommendation: Leave blank if BIG07 = CI, and use Table 2, REF segment (seq. 120) for the PO information. BIG04 is used if a single purchase order number is processed and BIG07 = DI.</i>	
Not Used	BIG05	328	Release Number		O AN 1/30
				Number identifying a release against a Purchase Order previously placed by the parties involved in the transaction	
Not Used	BIG06	327	Change Order Sequence Number		O AN 1/8

			Number assigned by the orderer identifying a specific change or revision to a previously transmitted transaction set	
<b>Must Use</b>	<b>BIG07</b>	<b>640</b>	<b>Transaction Type Code</b>	<b>O ID 2/2</b>
			Code specifying the type of transaction	
			<i>1. EDIPAC fm On-line: Treasury provided code when generated from the On-line system.</i>	
			<i>2. Use of this data element is required.</i>	
			CI	Consolidated Invoice
			DI	Debit Invoice
<b>Not Used</b>	<b>BIG08</b>	<b>353</b>	<b>Transaction Set Purpose Code</b>	<b>O ID 2/2</b>
			Code identifying purpose of transaction set	
<b>Not Used</b>	<b>BIG09</b>	<b>306</b>	<b>Action Code</b>	<b>O ID 1/2</b>
			Code indicating type of action	
<b>Not Used</b>	<b>BIG10</b>	<b>76</b>	<b>Invoice Number</b>	<b>O AN 1/22</b>
			Identifying number assigned by issuer	

**Segment:** **REF** Reference Numbers  
**Position:** 050  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 12  
**Purpose:** To specify identifying numbers.  
**Syntax Notes:** 1 At least one of REF02 or REF03 is required.  
**Semantic Notes:**  
**Comments:**  
**Notes:** *This data will be provided by GOALS.*

## Data Element Summary

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	REF01	128	Reference Number Qualifier	M ID 2/2
			Code qualifying the Reference Number.	
			O7 On-line Procurement and Accounting Control (OPAC) Transaction	
Must Use	REF02	127	Reference Number	X AN 1/30
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	
			1. This number will be supplied by the OPAC system.	
			2. Use of this data element is required.	
Not Used	REF03	352	Description	X AN 1/80
			A free-form description to clarify the related data elements and their content	



**Segment:** **N1** Name

**Position:** 070

**Loop:** N1 Optional

**Level:** Heading

**Usage:** Optional

**Max Use:** 1

**Purpose:** To identify a party by type of organization, name, and code

**Syntax Notes:**

- 1 At least one of N102 or N103 is required.
- 2 If either N103 or N104 is present, then the other is required.

**Semantic Notes:**

**Comments:**

- 1 This segment, used alone, provides the most efficient method of providing organizational identification. To obtain this efficiency the "ID Code" (N104) must provide a key to the table maintained by the transaction processing party.
- 2 N105 and N106 further define the type of entity in N101.

#### Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	N101	98		Entity Identifier Code	M ID 2/2
				Code identifying an organizational entity, a physical location, or an individual	
				EDIPAC fm On-line: Treasury provided code when generated from the On-line system.	
				BT	Bill-to-Party
				II	Issuer of Invoice
	N102	93		Name	X AN 1/35
				Free-form name	
				EDIPAC to/fm On-line system: Not used in the On-line system. Organizations identified by the ALC in the N104 element.	
Must Use	N103	66		Identification Code Qualifier	X ID 1/2
				Code designating the system/method of code structure used for Identification Code (67)	
				1. EDIPAC fm On-line: Treasury provided code when generated from the On-line system.	
				2. Use of this data element is required.	
				ZZ	Mutually Defined
				Use to indicate an Agency Location Code.	
Must Use	N104	67		Identification Code	X AN 2/20
				Code identifying a party or other code	
				1. The 8 digit Agency Location Code assigned by Treasury.	
				2. Use of this data element is required.	

<b>Not Used</b>	<b>N105</b>	<b>706</b>	<b>Entity Relationship Code</b> Code describing entity relationship	<b>O ID 2/2</b>
<b>Not Used</b>	<b>N106</b>	<b>98</b>	<b>Entity Identifier Code</b> Code identifying an organizational entity, a physical location, or an individual	<b>O ID 2/2</b>

**Segment:** **REF** Reference Numbers  
**Position:** 110  
**Loop:** N1 Optional  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 12  
**Purpose:** To specify identifying numbers.  
**Syntax Notes:** 1 At least one of REF02 or REF03 is required.  
**Semantic Notes:**  
**Comments:**  
**Notes:**

1. To provide OPAC DO symbol reference number.

2. Use this segment when the N101 code is II.

#### Data Element Summary

	<u>Ref.</u> <u>Des.</u>	<u>Data</u> <u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	REF01	128	Reference Number Qualifier	M ID 2/2
			Code qualifying the Reference Number.	
			<i>EDIPAC fm On-line: Treasury provided code when generated from the On-line system.</i>	
			DX Department/Agency Number	
			<i>OPAC Disbursing Office Symbol number.</i>	
Must Use	REF02	127	Reference Number	X AN 1/30
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	
			<i>1. OPAC DO symbol of the originator of the 810 transaction set.</i>	
			<i>2. Use of this data element is required.</i>	
Not Used	REF03	352	Description	X AN 1/80
			A free-form description to clarify the related data elements and their content	

**Segment:** **PER** Administrative Communications Contact  
**Position:** 120  
**Loop:** N1 Optional  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** 3  
**Purpose:** To identify a person or office to whom administrative communications should be directed

**Syntax Notes:**  
**1** If either PER03 or PER04 is present, then the other is required.  
**2** If either PER05 or PER06 is present, then the other is required.  
**3** If either PER07 or PER08 is present, then the other is required.

**Semantic Notes:**

**Comments:**

**Notes:** *Use this segment when the N101 code is II.*

#### Data Element Summary

	<b>Ref.</b>	<b>Data</b>	<b>Name</b>	<b>Attributes</b>
	<b>Des.</b>	<b>Element</b>		
<b>Must Use</b>	<b>PER01</b>	<b>366</b>	<b>Contact Function Code</b>	<b>M ID 2/2</b>
			Code identifying the major duty or responsibility of the person or group named	
			<i>EDIPAC fm On-line: Treasury provided code when generated from the On-line system.</i>	
			AD	Accounting Department
			IC	Information Contact
<b>Must Use</b>	<b>PER02</b>	<b>93</b>	<b>Name</b>	<b>O AN 1/35</b>
			Free-form name	
			<i>1. Limited to 20 positions for the Contact Name in the On-line system.</i>	
			<i>2. Use of this data element is required.</i>	
<b>Must Use</b>	<b>PER03</b>	<b>365</b>	<b>Communication Number Qualifier</b>	<b>X ID 2/2</b>
			Code identifying the type of communication number	
			<i>1. EDIPAC fm On-line: Treasury provided code when generated from the On-line system.</i>	
			<i>2. Use of this data element is required.</i>	
			TE	Telephone
<b>Must Use</b>	<b>PER04</b>	<b>364</b>	<b>Communication Number</b>	<b>X AN 1/80</b>
			Complete communications number including country or area code when applicable	
			<i>1. Maximum field size is 12 positions for the telephone number in the On-line system. Use PER06 if additional positions are required.</i>	
			<i>2. Use of this data element is required.</i>	

	<b>PER05</b>	<b>365</b>	<b>Communication Number Qualifier</b>	<b>X</b>	<b>ID 2/2</b>
			Code identifying the type of communication number		
			<i>EDIPAC to On-line: Not used. Only one telephone is provided in On-line system.</i>		
			AU	Defense Switched Network	
				Department of Defense telecommunications system and successor of the Automatic Voice Network (AUTOVON)	
			EM	Electronic Mail	
			FT	Federal Telecommunications System (FTS)	
			FX	Facsimile	
			IT	International Telephone	
			PS	Packet Switching	
			TE	Telephone	
			TL	Telex	
			TM	Telemail	
			TX	TWX	
	<b>PER06</b>	<b>364</b>	<b>Communication Number</b>	<b>X</b>	<b>AN 1/80</b>
			Complete communications number including country or area code when applicable		
<b>Not Used</b>	<b>PER07</b>	<b>365</b>	<b>Communication Number Qualifier</b>	<b>X</b>	<b>ID 2/2</b>
			Code identifying the type of communication number		
<b>Not Used</b>	<b>PER08</b>	<b>364</b>	<b>Communication Number</b>	<b>X</b>	<b>AN 1/80</b>
			Complete communications number including country or area code when applicable		
<b>Not Used</b>	<b>PER09</b>	<b>443</b>	<b>Contact Inquiry Reference</b>	<b>O</b>	<b>AN 1/20</b>
			Additional reference number or description to clarify a contact number		

**Segment:** **DTM** Date/Time Reference**Position:** 140**Loop:****Level:** Heading**Usage:** Optional**Max Use:** 10**Purpose:** To specify pertinent dates and times

**Syntax Notes:** 1 At least one of DTM02 DTM03 or DTM06 is required.  
 2 If either DTM06 or DTM07 is present, then the other is required.

**Semantic Notes:****Comments:**

**Notes:** *This data will be supplied by GOALS OPAC and will be used for both accomplish date and accounting date.*

**Data Element Summary**

	<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
<b>Must Use</b>	<b>DTM01</b>	<b>374</b>	<b>Date/Time Qualifier</b>		<b>M ID 3/3</b>
				Code specifying type of date or time, or both date and time	
				009 Process	
<b>Must Use</b>	<b>DTM02</b>	<b>373</b>	<b>Date</b>		<b>X DT 6/6</b>
				Date (YYMMDD)	
				<i>Use of this data element is required.</i>	
<b>Must Use</b>	<b>DTM03</b>	<b>337</b>	<b>Time</b>		<b>X TM 4/8</b>
				Time expressed in 24-hour clock time as follows: HHMM, or HHMMSS, or HHMMSSD, or HHMMSSDD, where H = hours (00-23), M = minutes (00-59), S = integer seconds (00-59) and DD = decimal seconds; decimal seconds are expressed as follows: D = tenths (0-9) and DD = hundredths (00-99)	
				<i>Use of this data element is required.</i>	
<b>Not Used</b>	<b>DTM04</b>	<b>623</b>	<b>Time Code</b>		<b>O ID 2/2</b>
				Code identifying the time. In accordance with International Standards Organization standard 8601, time can be specified by a + or - and an indication in hours in relation to Universal Time Coordinate (UTC) time; since + is a restricted character, + and - are substituted by P and M in the codes that follow	
<b>Must Use</b>	<b>DTM05</b>	<b>624</b>	<b>Century</b>		<b>O N0 2/2</b>
				The first two characters in the designation of the year (CCYY)	
<b>Not Used</b>	<b>DTM06</b>	<b>1250</b>	<b>Date Time Period Format Qualifier</b>		<b>X ID 2/3</b>
				Code indicating the date format, time format, or date and time format	
<b>Not Used</b>	<b>DTM07</b>	<b>1251</b>	<b>Date Time Period</b>		<b>X AN 1/35</b>
				Expression of a date, a time, or range of dates, times or dates and times	

**Segment:** **AT** Financial Accounting  
**Position:** 210  
**Loop:**  
**Level:** Heading  
**Usage:** Optional  
**Max Use:** >1  
**Purpose:** To transmit financial accounting data  
**Syntax Notes:** 1 If AT10 is present, then AT01 is required.  
**Semantic Notes:**  
**Comments:** 1 AT09 identifies unique local activity financial accounting information.

## Data Element Summary

Ref.	Data			
Des.	Element	Name	Attributes	
Not Used	AT01	1271 Industry Code	X AN 1/20	
		Code indicating a code from a specific industry code list		
	AT02	1282 Treasury Symbol Number	O AN 7/21	
		Number identifying a department, fiscal year, treasury account number, and appropriation limit for a standard accounting classification coding structure		
		<i>1. If used, this element will indicate the appropriation for the originator of the 810 transaction set.</i>		
		<i>2. EDIPAC to On-line: Maximum field size is limited to 11 positions for appropriation number.</i>		
	AT03	1283 Budget Activity Number	O AN 1/16	
		Number identifying an administrative subdivision of funds against which a transaction is to be charged for a standard accounting classification coding structure		
		<i>If used, this element will indicate the accounting classification code number.</i>		
		<i>Maximum field size is limited to 11 positions for accounting classification code in the On-line system.</i>		
Not Used	AT04	1284 Object Class Number	O AN 3/12	
		Number identifying the nature of the goods or services acquired and a specific office or organization using resources for a standard accounting classification coding structure		
Not Used	AT05	1285 Reimbursable Source Number	O AN 1/3	
		Number identifying the source of an appropriation or fund reimbursement for a standard accounting classification coding structure		
Not Used	AT06	1286 Transaction Reference Number	O AN 4/20	
		Number identifying an original request for goods and services to the matching financial transaction for a standard accounting classification coding structure		

<b>Not Used</b>	<b>AT07</b>	<b>1287</b>	<b>Accountable Station Number</b> Number identifying an office responsible for entering a financial transaction into the applicable accounting system for a standard accounting classification coding structure	<b>O AN 3/8</b>
<b>Not Used</b>	<b>AT08</b>	<b>1288</b>	<b>Paying Station Number</b> Number identifying an office responsible for making a payment or collection and the corresponding voucher number under which the action was taken for a standard accounting classification coding structure	<b>O AN 8/14</b>
<b>Not Used</b>	<b>AT09</b>	<b>352</b>	<b>Description</b> A free-form description to clarify the related data elements and their content	<b>O AN 1/80</b>
<b>Not Used</b>	<b>AT10</b>	<b>1270</b>	<b>Code List Qualifier Code</b> Code identifying a specific industry code list	<b>O ID 1/3</b>



**Segment:** **IT1** **Baseline Item Data (Invoice)**  
**Position:** 010  
**Loop:** IT1 Optional  
**Level:** Detail  
**Usage:** Optional  
**Max Use:** 1  
**Purpose:** To specify the basic and most frequently used line item data for the invoice and related transactions

**Syntax Notes:**

- 1 If any of IT102 IT103 or IT104 is present, then all are required.
- 2 If either IT106 or IT107 is present, then the other is required.
- 3 If either IT108 or IT109 is present, then the other is required.
- 4 If either IT110 or IT111 is present, then the other is required.
- 5 If either IT112 or IT113 is present, then the other is required.
- 6 If either IT114 or IT115 is present, then the other is required.
- 7 If either IT116 or IT117 is present, then the other is required.
- 8 If either IT118 or IT119 is present, then the other is required.
- 9 If either IT120 or IT121 is present, then the other is required.
- 10 If either IT122 or IT123 is present, then the other is required.
- 11 If either IT124 or IT125 is present, then the other is required.

**Semantic Notes:** 1 IT101 is the purchase order line item identification.

**Comments:**

- 1 Element 235/234 combinations should be interpreted to include products and/or services. See the Data Dictionary for a complete list of ID's.
- 2 IT106 through IT125 provides for ten (10) different product/service ID's for each item. For example: Case, Color, Drawing No., UPC No., ISBN No., Model No., SKU.

#### Data Element Summary

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
IT101	350	Assigned Identification	O AN 1/11
		Alphanumeric characters assigned for differentiation within a transaction set	
Must Use	IT102	358 Quantity Invoiced	X R 1/10
		Number of units invoiced (supplier units)	
		<i>1. Maximum field size is limited to 7 positions for the Quantity field in the On-line system.</i>	
		<i>2. OPAC is limited to the use of whole numbers for quantity, and will reject a transaction with a decimal amount greater than zero.</i>	
Must Use	IT103	355 Unit or Basis for Measurement Code	X ID 2/2
		Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	
		<i>Any code may be used. The listed codes are sample only.</i>	
		<b>BX Box</b>	

			<b>EA Each</b>	
			<b>EX Feet, inches and Fraction</b>	
			<b>TN Net Ton (2,000 LB)</b>	
			Refer to 003050 Data Element Dictionary for acceptable code values.	
<b>Must Use</b>	<b>IT104</b>	<b>212</b>	<b>Unit Price</b>	<b>X R 1/17</b>
			Price per unit of product, service, commodity, etc.	
			<i>1. Maximum field size is limited to 7 positions for the On-line system.</i>	
			<i>2. OPAC is limited to two decimal places for unit price, and will reject a transaction with greater than 2 decimal places.</i>	
	<b>IT105</b>	<b>639</b>	<b>Basis of Unit Price Code</b>	<b>O ID 2/2</b>
			Code identifying the type of unit price for an item	
			<i>This element not used by the On-line system.</i>	
			Refer to 003050 Data Element Dictionary for acceptable code values.	
<b>Must Use</b>	<b>IT106</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>	<b>X ID 2/2</b>
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
			<i>1. This element will be used to indicate Pay Status and qualifies IT107.</i>	
			<i>2. EDIPAC fm On-line: Treasury provided code when generated by the On-line system.</i>	
			<i>3. Use of this data element is required.</i>	
			<b>ZZ</b>	<b>Mutually Defined</b>
			<i>Use to indicate a Treasury provided code.</i>	
<b>Must Use</b>	<b>IT107</b>	<b>234</b>	<b>Product/Service ID</b>	<b>X AN 1/40</b>
			Identifying number for a product or service	
			<i>1. Use of this data element is required.</i>	
			<i>2. When IT106 is code "ZZ", enter either an "F" to indicate a final payment or a "P" to indicate a partial payment.</i>	
	<b>IT108</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>	<b>X ID 2/2</b>
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
			<i>This data element is not used by the On-line system.</i>	
			Refer to 003050 Data Element Dictionary for acceptable code values.	
	<b>IT109</b>	<b>234</b>	<b>Product/Service ID</b>	<b>X AN 1/40</b>
			Identifying number for a product or service	
	<b>IT110</b>	<b>235</b>	<b>Product/Service ID Qualifier</b>	<b>X ID 2/2</b>
			Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
			<i>This element is not used by the On-line system.</i>	
			Refer to 003050 Data Element Dictionary for acceptable code values.	

IT111	234	<b>Product/Service ID</b>	<b>X AN 1/40</b>
		Identifying number for a product or service	
IT112	235	<b>Product/Service ID Qualifier</b>	<b>X ID 2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		<i><b>This element is not used by the On-line system.</b></i>	
		Refer to 003050 Data Element Dictionary for acceptable code values.	
IT113	234	<b>Product/Service ID</b>	<b>X AN 1/40</b>
		Identifying number for a product or service	
IT114	235	<b>Product/Service ID Qualifier</b>	<b>X ID 2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		<i><b>This element is not used by the On-line system.</b></i>	
		Refer to 003050 Data Element Dictionary for acceptable code values.	
IT115	234	<b>Product/Service ID</b>	<b>X AN 1/40</b>
		Identifying number for a product or service	
IT116	235	<b>Product/Service ID Qualifier</b>	<b>X ID 2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		<i><b>This element is not used by the On-line system.</b></i>	
		Refer to 003050 Data Element Dictionary for acceptable code values.	
IT117	234	<b>Product/Service ID</b>	<b>X AN 1/40</b>
		Identifying number for a product or service	
IT118	235	<b>Product/Service ID Qualifier</b>	<b>X ID 2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		<i><b>This element is not used by the On-line system.</b></i>	
		Refer to 003050 Data Element Dictionary for acceptable code values.	
IT119	234	<b>Product/Service ID</b>	<b>X AN 1/40</b>
		Identifying number for a product or service	
IT120	235	<b>Product/Service ID Qualifier</b>	<b>X ID 2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		<i><b>This element is not used by the On-line system.</b></i>	
		Refer to 003050 Data Element Dictionary for acceptable code values.	
IT121	234	<b>Product/Service ID</b>	<b>X AN 1/40</b>
		Identifying number for a product or service	
IT122	235	<b>Product/Service ID Qualifier</b>	<b>X ID 2/2</b>
		Code identifying the type/source of the descriptive number used in Product/Service ID (234)	
		<i><b>This element is not used by the On-line system.</b></i>	

Refer to 003050 Data Element Dictionary for acceptable code values.			
IT123	234	<b>Product/Service ID</b>	<b>X AN 1/40</b>
Identifying number for a product or service			
IT124	235	<b>Product/Service ID Qualifier</b>	<b>X ID 2/2</b>
Code identifying the type/source of the descriptive number used in Product/Service ID (234)			
<i><b>This element is not used by the On-line system.</b></i>			
Refer to 003050 Data Element Dictionary for acceptable code values.			
IT125	234	<b>Product/Service ID</b>	<b>X AN 1/40</b>
Identifying number for a product or service			

**Segment:** **REF** Reference Numbers

**Position:** 120

**Loop:** IT1 Optional

**Level:** Detail

**Usage:** Optional

**Max Use:** >1

**Purpose:** To specify identifying numbers.

**Syntax Notes:** 1 At least one of REF02 or REF03 is required.

**Semantic Notes:**

**Comments:**

**Notes:** *Use this segment to identify Purchase Order, Contract Number, Job Order Cite ID, ACRN, and CLIN data.*

## Data Element Summary

Ref.	Data			
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>	
Must Use	REF01	128	Reference Number Qualifier	M ID 2/2
Code qualifying the Reference Number.				
<i>1. The qualifier codes are samples only. Any of the codes could be sent, as applicable.</i>				
<i>2. EDIPAC to on-line use code "ZZ" when the REF02 is blank (not used) and comments are passed in REF03.</i>				
<i>3. Any code can be used. The listed codes are samples only.</i>				
<i>AX Government Accounting Class Reference Number (ACRN)</i>				
<i>BC Buyer's Contract Number</i>				
<i>C7 Contract Line Item Number</i>				
<i>CT Contract Number</i>				
<i>JB Job (Project) Number</i>				
<i>PO Purchase Order Number</i>				
<i>ZZ Mutually Defined</i>				
<i>When REF01 equals ZZ, only the first four repetitions of REF03 will appear on the OPAC reports. All REF03 data will be passed to the server reports.</i>				
Refer to 003050 Data Element Dictionary for acceptable code values.				
REF02	127	Reference Number	X	AN 1/30
Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.				
<i>1. EDIPAC to/fm On-line: This element can be used to match the following On-line fields:</i>				
<i>PO - Maximum 17 positions</i>				

*JAS - Maximum 12 positions*  
*Contract Line Item - Maximum 6 positions*  
*Obligation Doc No. - Maximum 17 positions*

*2. Use of this data element is required.*

<b>REF03</b>	<b>352</b>	<b>Description</b>	<b>X</b>	<b>AN 1/80</b>
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A free-form description to clarify the related data elements and their content

*When REF01 equals ZZ, only the first four repetitions of REF03 will appear on the OPAC reports. All REF03 data will be passed to the server reports.*

<b>Segment:</b>	<b>SAC</b> Service, Promotion, Allowance, or Charge Information
<b>Position:</b>	180
<b>Loop:</b>	SAC Optional
<b>Level:</b>	Detail
<b>Usage:</b>	Optional
<b>Max Use:</b>	1
<b>Purpose:</b>	To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge
<b>Syntax Notes:</b>	<ol style="list-style-type: none"> <li>1 At least one of SAC02 or SAC03 is required.</li> <li>2 If either SAC03 or SAC04 is present, then the other is required.</li> <li>3 If either SAC06 or SAC07 is present, then the other is required.</li> <li>4 If either SAC09 or SAC10 is present, then the other is required.</li> <li>5 If SAC11 is present, then SAC10 is required.</li> <li>6 If SAC13 is present, then at least one of SAC02 or SAC04 is required.</li> <li>7 If SAC14 is present, then SAC13 is required.</li> </ol>
<b>Semantic Notes:</b>	<ol style="list-style-type: none"> <li>1 If SAC01 is "A" or "C", then at least one of SAC05, SAC07, or SAC08 is required.</li> <li>2 SAC05 is the total amount for the service, promotion, allowance, or charge. If SAC05 is present with SAC07 or SAC08, then SAC05 takes precedence.</li> <li>3 SAC08 is the allowance or charge rate per unit.</li> <li>4 SAC10 and SAC11 is the quantity basis when the allowance or charge quantity is different from the purchase order or invoice quantity. SAC10 and SAC11 used together indicate a quantity range, which could be a dollar amount, that is applicable to service, promotion, allowance, or charge.</li> <li>5 SAC13 is used in conjunction with SAC02 or SAC04 to provide a specific reference number as identified by the code used.</li> <li>6 SAC14 is used in conjunction with SAC13 to identify an option when there is more than one option of the promotion.</li> </ol>
<b>Comments:</b>	<ol style="list-style-type: none"> <li>1 SAC04 may be used to uniquely identify the service, promotion, allowance, or charge. In addition, it may be used in conjunction to further the code in SAC02.</li> <li>2 In some business applications, it is necessary to advise the trading partner of the actual dollar amount that a particular allowance, charge, or promotion was based on to reduce ambiguity. This amount is commonly referred to a "Dollar Basis Amount". It is represented in the SAC segment in SAC10 using the qualifier "DO" - Dollars in SAC09.</li> </ol>
<b>Notes:</b>	<ol style="list-style-type: none"> <li>1. <i>This segment is not used by the On-line system.</i></li> <li>2. <i>SAC amounts + IT1 amounts SHOULD = TDS amounts. (However, there is no edit in the system for this calculation).</i></li> <li>3. <i>This segment is used for line item adjustments.</i></li> </ol>

## Data Element Summary

Ref.	Data		
<u>Des.</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	SAC01	248 Allowance or Charge Indicator	M ID 1/1
		Code which indicates an allowance or charge for the service specified	

			Refer to 003050 Data Element Dictionary for acceptable code values.		
<b>Must Use</b>	<b>SAC02</b>	<b>1300</b>	<b>Service, Promotion, Allowance, or Charge Code</b>	<b>X</b>	<b>ID 4/4</b>
			Code identifying the service, promotion, allowance, or charge		
			Refer to 003050 Data Element Dictionary for acceptable code values.		
<b>Not Used</b>	<b>SAC03</b>	<b>559</b>	<b>Agency Qualifier Code</b>	<b>X</b>	<b>ID 2/2</b>
			Code identifying the agency assigning the code values		
<b>Not Used</b>	<b>SAC04</b>	<b>1301</b>	<b>Agency Service, Promotion, Allowance, or Charge Code</b>	<b>X</b>	<b>AN 1/10</b>
			Agency maintained code identifying the service, promotion, allowance, or charge		
	<b>SAC05</b>	<b>610</b>	<b>Amount</b>	<b>O</b>	<b>N2 1/15</b>
			Monetary amount		
<b>Not Used</b>	<b>SAC06</b>	<b>378</b>	<b>Allowance/Charge Percent Qualifier</b>	<b>X</b>	<b>ID 1/1</b>
			Code indicating on what basis allowance or charge percent is calculated		
<b>Not Used</b>	<b>SAC07</b>	<b>332</b>	<b>Percent</b>	<b>X</b>	<b>R 1/6</b>
			Percent expressed as a percent		
<b>Not Used</b>	<b>SAC08</b>	<b>118</b>	<b>Rate</b>	<b>O</b>	<b>R 1/9</b>
			Rate expressed in the standard monetary denomination for the currency specified		
<b>Not Used</b>	<b>SAC09</b>	<b>355</b>	<b>Unit or Basis for Measurement Code</b>	<b>X</b>	<b>ID 2/2</b>
			Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken		
<b>Not Used</b>	<b>SAC10</b>	<b>380</b>	<b>Quantity</b>	<b>X</b>	<b>R 1/15</b>
			Numeric value of quantity		
<b>Not Used</b>	<b>SAC11</b>	<b>380</b>	<b>Quantity</b>	<b>O</b>	<b>R 1/15</b>
			Numeric value of quantity		
<b>Not Used</b>	<b>SAC12</b>	<b>331</b>	<b>Allowance or Charge Method of Handling Code</b>	<b>O</b>	<b>ID 2/2</b>
			Code indicating method of handling for an allowance or charge		
<b>Not Used</b>	<b>SAC13</b>	<b>127</b>	<b>Reference Number</b>	<b>X</b>	<b>AN 1/30</b>
			Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.		
<b>Not Used</b>	<b>SAC14</b>	<b>770</b>	<b>Option Number</b>	<b>O</b>	<b>AN 1/20</b>
			A unique number identifying available promotion or allowance options when more than one is offered		
<b>Not Used</b>	<b>SAC15</b>	<b>352</b>	<b>Description</b>	<b>O</b>	<b>AN 1/80</b>
			A free-form description to clarify the related data elements and their content		



**Segment:** **TDS** Total Monetary Value Summary  
**Position:** 010  
**Loop:**  
**Level:** Summary  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To specify the total invoice discounts and amounts  
**Syntax Notes:**  
**Semantic Notes:**

- 1 TDS01 is the total amount of invoice (including charges, less allowances) before terms discount (if discount is applicable).
- 2 TDS02 indicates the amount upon which the terms discount amount is calculated.
- 3 TDS03 is the amount of invoice due if paid by terms discount due date (total invoice or installment amount less cash discount).
- 4 TDS04 indicates the total amount of terms discount.

**Comments:**

- 1 TDS02 is required if the dollar value subject to discount is not equal to the dollar value of TDS01.

#### Data Element Summary

	<b>Ref. Des.</b>	<b>Data Element</b>	<b>Name</b>	<b>Attributes</b>
<b>Must Use</b>	<b>TDS01</b>	<b>610</b>	<b>Amount</b> Monetary amount	<b>M N2 1/15</b>
<b>Not Used</b>	<b>TDS02</b>	<b>610</b>	<b>Amount</b> Monetary amount	<b>O N2 1/15</b>
<b>Not Used</b>	<b>TDS03</b>	<b>610</b>	<b>Amount</b> Monetary amount	<b>O N2 1/15</b>
<b>Not Used</b>	<b>TDS04</b>	<b>610</b>	<b>Amount</b> Monetary amount	<b>O N2 1/15</b>

**Segment:** **SAC** Service, Promotion, Allowance, or Charge Information

**Position:** 040

**Loop:** SAC Optional

**Level:** Summary

**Usage:** Optional

**Max Use:** 1

**Purpose:** To request or identify a service, promotion, allowance, or charge; to specify the amount or percentage for the service, promotion, allowance, or charge

**Syntax Notes:**

- 1 At least one of SAC02 or SAC03 is required.
- 2 If either SAC03 or SAC04 is present, then the other is required.
- 3 If either SAC06 or SAC07 is present, then the other is required.
- 4 If either SAC09 or SAC10 is present, then the other is required.
- 5 If SAC11 is present, then SAC10 is required.
- 6 If SAC13 is present, then at least one of SAC02 or SAC04 is required.
- 7 If SAC14 is present, then SAC13 is required.

**Semantic Notes:**

- 1 If SAC01 is "A" or "C", then at least one of SAC05, SAC07, or SAC08 is required.
- 2 SAC05 is the total amount for the service, promotion, allowance, or charge. If SAC05 is present with SAC07 or SAC08, then SAC05 takes precedence.
- 3 SAC08 is the allowance or charge rate per unit.
- 4 SAC10 and SAC11 is the quantity basis when the allowance or charge quantity is different from the purchase order or invoice quantity. SAC10 and SAC11 used together indicate a quantity range, which could be a dollar amount, that is applicable to service, promotion, allowance, or charge.
- 5 SAC13 is used in conjunction with SAC02 or SAC04 to provide a specific reference number as identified by the code used.
- 6 SAC14 is used in conjunction with SAC13 to identify an option when there is more than one option of the promotion.

**Comments:**

- 1 SAC04 may be used to uniquely identify the service, promotion, allowance, or charge. In addition, it may be used in conjunction to further the code in SAC02.
- 2 In some business applications, it is necessary to advise the trading partner of the actual dollar amount that a particular allowance, charge, or promotion was based on to reduce ambiguity. This amount is commonly referred to a "Dollar Basis Amount". It is represented in the SAC segment in SAC10 using the qualifier "DO" - Dollars in SAC09.

**Notes:** *This segment is not used by the On-line system.*

#### Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	SAC01	248	Allowance or Charge Indicator		M ID 1/1
				Code which indicates an allowance or charge for the service specified	
				Refer to 003050 Data Element Dictionary for acceptable code values.	
Must Use	SAC02	1300	Service, Promotion, Allowance, or Charge Code		X ID 4/4
				Code identifying the service, promotion, allowance, or charge	
				Refer to 003050 Data Element Dictionary for acceptable code values.	

Not Used	SAC03	559	<b>Agency Qualifier Code</b> Code identifying the agency assigning the code values	X	ID 2/2
Not Used	SAC04	1301	<b>Agency Service, Promotion, Allowance, or Charge Code</b> Agency maintained code identifying the service, promotion, allowance, or charge	X	AN 1/10
	SAC05	610	<b>Amount</b> Monetary amount	O	N2 1/15
Not Used	SAC06	378	<b>Allowance/Charge Percent Qualifier</b> Code indicating on what basis allowance or charge percent is calculated	X	ID 1/1
Not Used	SAC07	332	<b>Percent</b> Percent expressed as a percent	X	R 1/6
Not Used	SAC08	118	<b>Rate</b> Rate expressed in the standard monetary denomination for the currency specified	O	R 1/9
Not Used	SAC09	355	<b>Unit or Basis for Measurement Code</b> Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	X	ID 2/2
Not Used	SAC10	380	<b>Quantity</b> Numeric value of quantity	X	R 1/15
Not Used	SAC11	380	<b>Quantity</b> Numeric value of quantity	O	R 1/15
Not Used	SAC12	331	<b>Allowance or Charge Method of Handling Code</b> Code indicating method of handling for an allowance or charge	O	ID 2/2
Not Used	SAC13	127	<b>Reference Number</b> Reference number or identification number as defined for a particular Transaction Set, or as specified by the Reference Number Qualifier.	X	AN 1/30
Not Used	SAC14	770	<b>Option Number</b> A unique number identifying available promotion or allowance options when more than one is offered	O	AN 1/20
Not Used	SAC15	352	<b>Description</b> A free-form description to clarify the related data elements and their content	O	AN 1/80

**Segment:** **CTT Transaction Totals**  
**Position:** 070  
**Loop:**  
**Level:** Summary  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To transmit a hash total for a specific element in the transaction set  
**Syntax Notes:** 1 If either CTT03 or CTT04 is present, then the other is required.  
2 If either CTT05 or CTT06 is present, then the other is required.  
**Semantic Notes:**  
**Comments:** 1 This segment is intended to provide hash totals to validate transaction completeness and correctness.

#### Data Element Summary

	<u>Ref.</u>	<u>Data</u>	<u>Element</u>	<u>Name</u>	<u>Attributes</u>
Must Use	CTT01	354		<b>Number of Line Items</b>	<b>M N0 1/6</b>
				Total number of line items in the transaction set	
Not Used	CTT02	347		<b>Hash Total</b>	<b>O R 1/10</b>
				Sum of values of the specified data element. All values in the data element will be summed without regard to decimal points (explicit or implicit) or signs. Truncation will occur on the left most digits if the sum is greater than the maximum size of the hash total of the data element.	
				Example:	
				-.0018 First occurrence of value being hashed. .18 Second occurrence of value being hashed. 1.8 Third occurrence of value being hashed. 18.01 Fourth occurrence of value being hashed. ----- 1855 Hash total prior to truncation. 855 Hash total after truncation to three-digit field.	
Not Used	CTT03	81		<b>Weight</b>	<b>X R 1/10</b>
				Numeric value of weight	
Not Used	CTT04	355		<b>Unit or Basis for Measurement Code</b>	<b>X ID 2/2</b>
				Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	
Not Used	CTT05	183		<b>Volume</b>	<b>X R 1/8</b>
				Value of volumetric measure	
Not Used	CTT06	355		<b>Unit or Basis for Measurement Code</b>	<b>X ID 2/2</b>
				Code specifying the units in which a value is being expressed, or manner in which a measurement has been taken	
Not Used	CTT07	352		<b>Description</b>	<b>O AN 1/80</b>
				A free-form description to clarify the related data elements and their content	

**Segment:** **SE** Transaction Set Trailer  
**Position:** 080  
**Loop:**  
**Level:** Summary  
**Usage:** Mandatory  
**Max Use:** 1  
**Purpose:** To indicate the end of the transaction set and provide the count of the transmitted segments (including the beginning (ST) and ending (SE) segments).  
**Syntax Notes:**  
**Semantic Notes:**  
**Comments:** 1 SE is the last segment of each transaction set.

#### Data Element Summary

	<b>Ref.</b>	<b>Data</b>		
	<b><u>Des.</u></b>	<b><u>Element</u></b>	<b><u>Name</u></b>	<b><u>Attributes</u></b>
<b>Must Use</b>	<b>SE01</b>	<b>96</b>	<b>Number of Included Segments</b>	<b>M N0 1/10</b>
			Total number of segments included in a transaction set including ST and SE segments	
<b>Must Use</b>	<b>SE02</b>	<b>329</b>	<b>Transaction Set Control Number</b>	<b>M AN 4/9</b>
			Identifying control number that must be unique within the transaction set functional group assigned by the originator for a transaction set	